

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM -
FY 2020 LOCAL SOLICITATION
PROJECT IDENTIFIERS**

APPLICANT NAME: City of Concord, New Hampshire (Police Department) (Serving as Fiscal Agent for a Joint Application involving: the City of Concord, NH, and the County of Merrimack, NH.)

PROJECT TITLE: 2020 Justice Assistance Grant Program

PROJECT GOALS: The goal of this Project is to improve the law enforcement or corrections programs of both the City of Concord - Concord Police Department and the County of Merrimack. Funding provided through this grant will allow for the purchase of law enforcement and corrections related equipment and specialized training which could not be obtained due to budgetary constraints.

PROJECT STRATEGIES: To accomplish this goal, funds obtained through the 2020 Edward Byrne Memorial Grant Program will be used to purchase new equipment and enable staff to receive training deemed necessary by each jurisdiction to more effectively perform its objectives. The City of Concord will serve as fiscal agent for this grant and maintain all documentation regarding the grant itself and expenditures of any funds. The City of Concord will also be responsible for ensuring that all reporting requirements are met.

ANTICIPATED OUTCOMES: It is anticipated that the activities proposed under this grant will allow both the City of Concord and County of Merrimack to improve the level of service provided to the community as well as improve officer safety.

PROJECT IDENTIFIERS:

- Equipment – General
- Equipment - Forensic
- Body Armor – Ballistic-Resistant
- Conferences and Training
- Forensic Science

**FY2020 Edward Byrne Memorial Justice Assistance Grant
Program Narrative
Submitted by the City of Concord, New Hampshire**

Joint Application – City of Concord, NH and County of Merrimack, NH.

DESCRIPTION OF THE ISSUES

The City of Concord, NH, through the Police Department, has assumed the responsibilities of Fiscal Agent for a joint application to the 2020 Edward Byrne Memorial Justice Assistance Grant Program. This application is submitted on behalf of the City of Concord, NH and the County of Merrimack, NH.

Funding provided through this Grant program will be utilized by each jurisdiction to accomplish the goals of the Edward Byrne Memorial Justice Assistance Grant Program. Both the City of Concord and County of Merrimack seek to improve or enhance their law enforcement and corrections efficiency, effectiveness and capacity, and funds will be used to upgrade a variety of equipment and technology needs as well as allow staff to obtain training.

TOTAL ELIGIBLE JOINT ALLOCATION AMOUNT: \$21,685

City of Concord, NH – Eligible Individual Allocation: \$21,685

The funding provided through this grant will allow the Concord Police Department the ability to purchase specialized equipment which could not be funded through its current budget. This equipment will allow the Department to continue to provide exceptional police services to the community. This equipment is necessary for the Department to conduct professional and thorough forensic examinations and properly document evidence. In addition to this equipment, the Department has recently experienced an increased need to provide training on various topics to all personnel. The Covid-19 pandemic has severely limited much of the in-person training opportunities. The Department has researched online training platforms and plans to also utilize funding provided through this grant to access the Lexipol PoliceOne Academy training platform.

The funding from this grant will be used to fund the needs listed below (in no particular order of priority or value).

1. Lexipol PoliceOne Training Platform - Due to the Covid-19 pandemic the Department has experienced limitations on in-person training opportunities for its staff. The Department has researched online training platforms and plans to utilize grant funding to access the Lexipol PoliceOne Training Platform. This will allow for all department staff to obtain on-line training on a variety of topics. Access to this platform is available 24/7 which will allow for greater usage by staff working various shifts. This platform will also allow for the tracking of all

training courses taken by our staff in order to meet department and state mandated training requirements.

2. Ductless Cyanoacrylate Fuming Chamber – The Concord Police Department seeks to utilize funding through this grant program to purchase equipment to improve its crimes scene processing capabilities. One of the key components of forensic evidence collection is the development of latent fingerprints. The Department will utilize funding to purchase a Ductless Cyanoacrylate Fuming Chamber. This chamber is utilized to process items for latent fingerprints. It uses chemicals to develop the prints which can then be preserved for further comparison to suspect prints. The chemicals used in this process are hazardous to humans and thus the need for a fuming chamber to safely conduct the process.

The City of Concord will also provide \$10,842 to the County of Merrimack as a disparate jurisdiction.

Merrimack County, NH – Disparate Jurisdiction Amount: \$10,842

The Merrimack County Sheriff's Office has statewide jurisdiction and provides primary and secondary law enforcement services to the 2 cities and 25 towns that make up Merrimack County. Many of the communities within Merrimack County are small and rural. In some cases, the Police Departments of these communities are limited in manpower, equipment, and in several cases, only provide part-time coverage. The Sheriff's Office and the Concord Police Department enjoy an outstanding working relationship and work in concert on a variety of law enforcement and police service operations. The Merrimack County House of Corrections provides correctional services for all of the cities and towns of Merrimack County and also houses persons who are detained for other jurisdictions to include the Federal Government.

The funding provided through this grant will allow the Merrimack County House of Corrections to purchase ballistic/stab resistant vests for Special Response Team Members (SRT) to be utilized when transporting prisoners and other situations where the need for this type of protection is necessary. Additionally, the Merrimack County Sheriff's Department will utilize grant funding to purchase Tire Deflation/Pursuit Termination Devices. These types of devices are utilized to safely terminate motor vehicle pursuits and other illegal motor vehicle activity in a controlled manner through the deflation of a suspect's vehicle tire(s). These devices improve officer safety and the overall safety of the public during pursuits and for vehicles operating in a reckless manner.

PROJECT DESIGN AND IMPLEMENTATION

Both the City of Concord and County of Merrimack will be utilizing this grant in order to purchase equipment and/or training capabilities which are not currently covered by their operating budgets. The opportunity to utilize funding provided by this grant to purchase this equipment and fund specialized training improves the ability of each agency in providing services to the community and also increases officer safety.

Upon approval of this grant application and the award becoming active, each agency will coordinate the purchase of the specified equipment or oversee the implementation of the training platform as indicated in this narrative.

It is anticipated that all activities under this grant will be completed prior to the grant award end date, 09/30/21.

CAPABILITIES AND COMPETENCIES

In regards to the projects proposed under this grant application there are no additional strategic planning/coordination efforts. Equipment and training funded through this grant will improve the capabilities of each agency in providing police services to include emergency response, evidence identification, preservation and collection, and officer safety.

PLAN FOR COLLECTING THE DATA REQUIRED FOR THIS SOLICITATION'S PERFORMANCE MEASURES

The Concord Police Department as Fiscal Agent will also be responsible for ensuring that all performance measure reporting requirements are met. The Concord Police Department will coordinate with the County of Merrimack to obtain any data necessary to comply with these requirements.



[General Instructions & Resources](#)

[View Budget Summary](#)

OMB APPROVAL NO.: 1121-0329
EXPIRES 7/31/2016

Budget Detail Worksheet

- (1) **Purpose:** The Budget Detail Worksheet is provided for your use in the preparation of the budget and budget narrative. All required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be left blank. Indicate any **non-federal (match)** amount in the appropriate category, if applicable.
- (2) For each budget category, you can see a sample by clicking (**To View an Example, Click Here**) at the end of each description.
- (3) There are various hot links listed in red in the budget categories that will provide additional information via documents on the internet.
- (4) **Record Retention:** In accordance with the requirements set forth in **2 CFR Part 200.333** , all financial records, supporting documents, statistical records, and all other records pertinent to the award shall be retained by each organization for at least three years following the closure of the audit report covering the grant period.
- (5) The information disclosed in this form is subject to the Freedom of Information Act under 5 U.S.C. 55.2.

Budget Summary – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$0	\$0	\$0
B. Fringe Benefits	\$0	\$0	\$0
C. Travel	\$0	\$0	\$0
D. Equipment	\$15,385	\$0	\$15,385
E. Supplies	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$0	\$0	\$0
H. Other	\$6,300	\$0	\$6,300
Total Direct Costs	\$21,685	\$0	\$21,685
I. Indirect Costs	\$0	\$0	\$0
TOTAL PROJECT COSTS	\$21,685	\$0	\$21,685

Federal Request	\$21,685
Non-Federal Amount	\$0
Total Project Cost	\$21,685

Public Reporting Burden

Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

D. Equipment – List non-expendable items that are purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the "Contractual" category. Explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. [To View an Example, Click Here](#)

EQUIPMENT (FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
DUCTLESS CYANOACRYLATE FUMING CHAMBER W/FILTERS (City of Concord)	1	\$4,543.00	\$4,543
BALLISTIC/STAB RESISTANT VESTS (Merrimack County)	6	\$1,307.00	\$7,842
STOP STICK TIRE DEFLATION/PURSUIT TERMINATION DEVICE (Merrimack County)	6	\$500.00	\$3,000
FEDERAL TOTAL			\$15,385

EQUIPMENT NARRATIVE (FEDERAL)

CITY OF CONCORD, NH:

Eligible Individual Allocation Amount: \$21,685

The City of Concord is eligible to receive \$21,685 from the 2020 Edward Byrne Memorial Justice Assistance Grant. Expenditures under this grant which fall under the Equipment (Federal) budget category total \$4,543.

The Concord Police Department proposes to use this award to purchase the equipment outlined in the Program Narrative and noted above in the budget worksheet breakdown. This equipment consists of the following:

(1) Ductless Cyanoacrylate Fuming Chamber with Filters - \$4,543

This equipment will be utilized by the Department to improve its crimes scene processing capabilities. One of the key components of forensic evidence collection is the development of latent fingerprints. This chamber is utilized to process items for latent fingerprints. It uses chemicals to develop the prints which can then be preserved for further comparison to suspect prints. The chemicals used in this process are hazardous to humans and thus the need for a fuming chamber to safely conduct the process.

This purchase will comply with City of Concord procurement policies and procedures. The estimated cost listed in the budget worksheet was obtained through research and quotes obtained on the item listed. It is anticipated that this purchase will be completed prior to the end of this grant award period (09/30/21).

COUNTY OF MERRIMACK, NH:

Disparate Jurisdiction Allocation Amount: \$10,842

The County of Merrimack, NH, as a disparate jurisdiction, will receive \$10,842 from the Individual Allocation Amount of the City of Concord, NH. All expenditures by the County of Merrimack under this grant will be for Equipment.

The Merrimack County Sheriff's Office proposes to use this award to fund the equipment purchase outlined in the Program Narrative and noted above in the budget worksheet breakdown.

The specific equipment to be purchased includes the following:

(6) Stop Stick Tire Deflation/Pursuit Termination Devices - \$3,000

These types of devices are utilized to safely terminate motor vehicle pursuits and other illegal motor vehicle activity in a controlled manner through the deflation of a suspect's vehicle tire(s). These devices improve officer safety and the overall safety of the public during pursuits and for vehicles operating in a reckless manner.

Additionally, the Merrimack County House of Corrections proposes to use this award to fund the equipment purchase outline in the Program Narrative and noted above in the budget worksheet breakdown.

The specific equipment to be purchased includes the following:

(6) Ballistic/Stab Resistant Vests - \$7,842

These vests will be utilized by Special Response Team members when transporting prisoners and other situations where the need for this type of protection is necessary. All purchases by the County of Merrimack will comply with the procurement policies and procedures of the County administration. The estimated costs listed in the budget worksheet were obtained through research and quotes obtained on each specific item listed. It is anticipated that all purchases of equipment will be completed prior to the end of the grant award, 09/30/21.

EQUIPMENT (NON-FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

EQUIPMENT NARRATIVE (NON-FEDERAL)

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TOTAL EQUIPMENT	\$15,385
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H. Other Costs – List items (e.g., rent (arms-length transaction only), reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent or provide a monthly rental cost and how many months to rent. The basis field is a text field to describe the quantity such as square footage, months, etc. [To View an Example, Click Here](#)

OTHER COSTS (FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
LEXIPOL POLICEONE ONLINE TRAINING	1	ANNUAL	\$6300	1	\$6,300
FEDERAL TOTAL					\$6,300

OTHER COSTS NARRATIVE (FEDERAL)

CITY OF CONCORD, NH:

Eligible Individual Allocation Amount: \$21,685

The City of Concord, NH Police Department is eligible to receive \$21,685 from the 2020 Edward Byrne Memorial Justice Assistance Grant. Expenditures under this grant which fall under the Other Costs (Federal) budget category total \$6,300.

The Department proposes to use this award to fund the on-line training platform outlined in the Program Narrative and noted above in the budget worksheet breakdown. This purchase consists of the following:

Lexipol PoliceOne Online Training Platform - \$6,300

This on-line training platform will be utilized by the Department to provide online training opportunities to Department staff due to restrictions placed on in-person training opportunities due to the Covid-19 pandemic. This platform will allow for training to be taken by all staff and will accommodate various work and shift schedules.

This purchase will comply with City of Concord procurement policies and procedures. The estimated cost listed in the budget worksheet was obtained through research and quotes obtained on the item listed. It is anticipated that this purchase will be completed prior to the end of 2020.

OTHER COSTS (NON-FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
					\$0
NON-FEDERAL TOTAL					\$0

OTHER COSTS NARRATIVE (NON-FEDERAL)

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TOTAL OTHER COSTS	\$6,300
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